DocStar ECM AP Automation

Product

DocStar® ECM AP Automation

Benefits

▶ Easy to implement and use

▶ Intelligent Date Capture improves productivity

▶ Perform two- and three-way matching to identify errors—automatically

▶ Better insight allows you to capture more early payment discounts

▶ Streamline the entire AP process with electronic forms and automated workflow

▶ Easily secure approvals from department managers

▶ Secure, global access from any desktop or mobile device

▶ Powerful integration with ERP, accounting and HR systems

Simple. Streamlined. Smart.

If your AP team is spending countless hours performing routine tasks associated with entering and manually processing invoices, you're not alone. But it doesn't have to be that way. With DocStar AP Automation, your AP team will be empowered to work smarter with real-time access to invoices—on any device and from any location around the globe. Processing is faster, approvals are faster and payments are faster—increasing the efficiency along the entire Procure-to-Pay process.

Powerful workflow—anytime, anywhere

With Intelligent Data Capture and flexible workflows, DocStar AP Automation makes AP processing easy and smart—no more stacks of invoices on your desk, no more missing files, no more chasing the right person down to approve payments. With 24/7 access from anywhere in the world on your computer, tablet, or smartphone, your AP process will be efficient and cost effective.
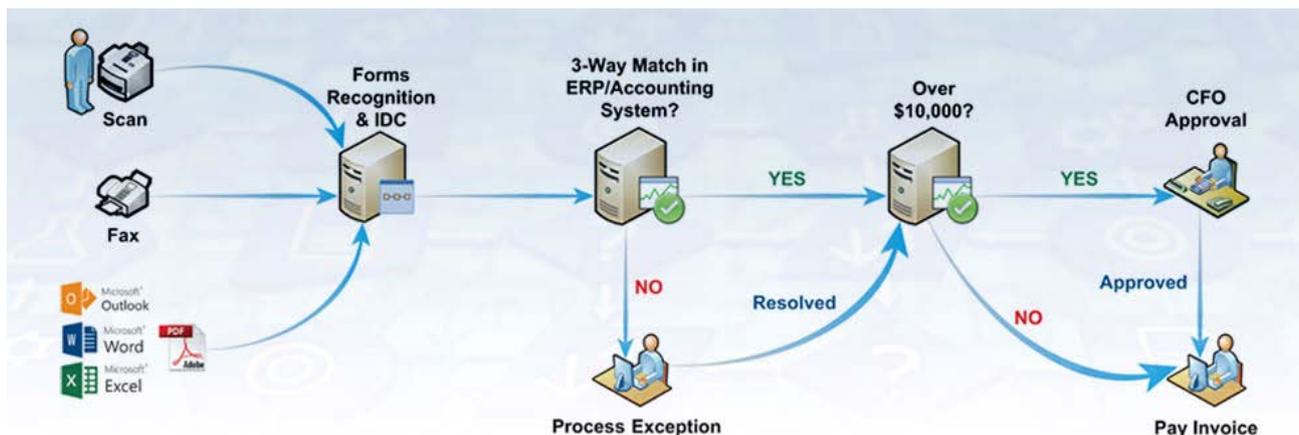
DocStar AP Automation's powerful workflow engine is supported with an easy to use graphical workflow designer, so anyone can create workflows—no advanced technical skills required.

▶ Automatically and accurately capture and process vendor invoices

▶ Improve accuracy with automated two and three way matching

▶ Speed procure-to-pay processing time

▶ Reduce AP processing costs

▶ Gain better business insight with visibility into the entire AP process

▶ Integrate with ERP, accounting and HR further improve productivity

Compliance in every solution should be this easy

DocStar AP Automation helps ease the burden of regulatory compliance and retention requirements. The solution ensures that your organization is following the procedures you've established—securely and automatically.

▶ Ensure records retention compliance

▶ Monitor document access and activity with audit trails and version control

▶ Guarantee file integrity with DocStar authentication, which time and date stamps every image

▶ Ensure file safety and security in the event of a disaster with electronic document storage

▶ Gain greater business insight with full set of reporting tools

DocStar

DocStar AP Automation captures and automatically processes your AP invoices from multiple inbound sources, including existing document scanners or multi-function copiers. Invoices are automatically routed for two-way and three-way matching workflows and approvals.

Improve vendor relations

Respond to vendor inquiries instantly rather than wasting time looking through file cabinets. Vendor relations will improve and staff will be able to focus on more important tasks. With fast, Google-like search capabilities, you can search on a number of criteria, without having the exact invoice information, and e-mail documents to vendors while they are still on the phone.

Powerful integrations make AP processing fast and simple

Getting the most out of your software is critical to your company's bottom line. DocStar AP Automation integrates with any ERP or accounting system to eliminate "stare & compare" and duplicate data entry, and makes it easy to retrieve data, review invoices, and push them along the AP workflow—automatically.

Regardless of the ERP, accounting or HRIS solution you use, integration with DocStar AP Automation provides your organization with an even better return your software investment.

About DocStar

Helping businesses translate vision into action for more than 20 years, DocStar delivers a flexible and innovative enterprise content management and process automation platform. Easy to implement and use—both in the cloud and on premises—DocStar proven technology and global process expertise empowers organizations to operate at peak performance, navigate change, and grow.

DocStar®

Contact us for more information on DocStar products and services

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